

## Discipline Policy

The respect and dignity of all persons is valued. Discipline helps all students as it contributes to a climate of learning, loving, and living. It helps each student as it provides an environment to guide students to become a self-disciplined person.

Each catechist in the classroom will clarify and set goals for learning and establish classroom guidelines. Goalsetting and positive consequences encourage students to choose appropriate behavior. Normal discipline problems will be handled by the classroom catechist.

If there are recurrent or serious problems, the catechist discusses the situation with the Site Supervisor, who will communicate with the CYM/CFE (Coordinator of Youth & Young Adult Ministry/Coordinator of Faith Formation). The student will be dismissed from class, following this procedure:

1. The student will meet with the Site Supervisor.
2. The student and the Site Supervisor will discuss and agree on appropriate behavior.
3. The student and the Site Supervisor will fill out a discipline form. The student and the Site Supervisor will sign the discipline form. The student will then return to class. Following class, the Site Supervisor will inform the catechist of the discipline form and obtain the catechist signature on the form. The form will be mailed to the home to obtain the parent/guardian signature with request to return the form to the Faith Formation Office.
4. Discipline forms will be filed in the Faith Formation Office for the year. When a student has two forms on file, a conference will be held with the parent/guardian, the student, the catechist, Site Supervisor and the CYM/CFE.
5. A mutual agreement with the parties involved may mean two-week assigned work at home.
6. If, after returning to the classroom, the student is again dismissed from class, the student will not be allowed to attend class for the remainder of the year. An appropriate family faith formation plan will be designed for home instruction and monitored by the CYM/DFE.

# Discipline Form

Name \_\_\_\_\_

Date \_\_\_\_\_

1. Why was I asked to leave the room?

2. What behavior on my part contributed to this?

3. I will do the following so that my time in religious education class will be more profitable:

Agreement: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Student

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
CYM/CFE